

Lumpkin County Road Naming Policy

Policy Objective

The objective of this policy is to provide a consistent and comprehensive approach to the naming of roads in unincorporated areas of Lumpkin County.

Roads should be named to reflect the identity of the local area as well as ensuring ease of identification for emergency services and the general public. The procedures and guidelines under which the County wishes to achieve these objectives are detailed below.

Scope

This policy will apply to new roads and the re-naming of existing roads. The policy will also include areas that may require an official address such as private access ways or private easements.

Naming of New Roads

New roads will generally be named as a result of the subdivision process. This process will be initiated by the developer. For new roads being named by the county, the Planning Department and/or GIS Department will initiate the naming process.

Procedure for naming new roads

1. The developer is invited to submit a preferred name/s plus two alternatives, including details of any consultation undertaken.
2. The Planning Department will check the suitability of the name/s using this policy and notify the developer of the selected name/s. If the developer is not satisfied with the decision, the developer may re-initiate the road naming process by submitting a new set of preferred name/s plus two alternatives. The Planning Department will only allow the process to be re-initiated once.
3. The Planning Department will notify all necessary parties of the new road names.
4. The property owner/s will incur a road sign fee for each sign before a road sign is installed.
5. The County will not be responsible for costs incurred by property owners in notifying other parties of their change of address information.

Re-Naming of Existing Roads

Road re-naming is strongly discouraged due to safety issues, but can be initiated by the County or by private individuals or groups. No county owned road will be re-named except by resolution from the Lumpkin County Board of Commissioners. The re-naming of private roads will only be undertaken if the Planning Department determines that the change will result in a clear benefit to the community. Acceptable reasons for changing road names are; to correct spelling, to eliminate duplication (in spelling or sound), to eliminate confusion as a result of road re-alignment or layout.

Re-naming of roads will require consultation of the Planning Department and GIS Department, and adhere to the process described below.

Procedure for re-naming an existing road – County initiated

1. The Planning Department will propose a suitable name using this policy.
2. The Planning Department may choose to seek input or approval from the Board of Commissioners.
3. The Planning Department will notify all necessary parties of the new road names.
4. The County will not be responsible for costs incurred by property owners in notifying other parties of their change of address information.

Procedure for re-naming an existing road – Privately initiated

1. The initiator will submit a completed “Application for Renaming of Private Roads in Lumpkin County,” with preferred name/s plus two alternatives, and pay the non-refundable road re-naming fee of \$250 to the Planning Department. Payment of this fee does not in any way guarantee that the road re-naming request will be approved.
2. The Planning Department will check the appropriateness and suitability of name/s in terms of this policy.
3. Once the Planning Department deems the proposed name acceptable, all property owners will be notified by mail and invited to comment in writing to the Planning Department. Two notice signs will be posted with the proposed name changes and a public notice placed in the local newspaper. Written comments will be accepted for approximately 30 days.
4. After the public comment period, the road re-naming request will be presented and voted on at the monthly Board of Commissioner’s meeting.
5. Following approval by the Board of Commissioners, all property owners on the road will be notified of decision by mail.
6. The initiator will incur the road sign fee for each replacement road sign.
7. Upon payment of the road sign fee, the Planning Department will document the new road name in the road database.
8. The Planning Department will notify all necessary parties of the new road names.
9. The County will not be responsible for costs incurred by property owners in notifying other parties of their change of address information.

Naming of Private Easements, Private Access Ways and Service Lanes

County policy is to not directly name private easements, private access ways and service lanes. However, if there are three or more residences or businesses on an easement, then the road name shall be given a name/s using this policy and guidelines. The property owner/s on the private easement will incur a road sign fee for each sign before a road sign is installed.

Multi-unit structure exemption: A short drive, loop, or parking accessed from one road only, serving a multi-unit building or complex fronting on and visible from a named road may remain unnamed.

Signage

1. New Road – A road name sign will be erected by the County after all necessary fees are paid by the developer or initiator.
2. Re-naming (County initiated) – A road name sign will be erected by the County with the County incurring the road sign fees.
3. Re-naming (Privately initiated) – A road name sign will be erected by the County after all required fees are paid by the initiator.
4. It is the practice of Lumpkin County that all County maintained roads are signed with a green sign, and all other privately maintained roads are signed with a blue sign.

Road Name Approval and Criteria

Criteria

Road names should reflect local historical, cultural or geographical significance and will be selected and approved based on the following criteria:

1. Cultural significance – if the area/name is significant to Lumpkin County or local culture. Supporting documentation will need to be provided.
2. Traditional or Native American name - must be chosen in conjunction with the local Native American representatives to ensure appropriateness of meaning and correct spelling.
3. Existing or common theme - continuing an established theme in a neighborhood. For multiple roads in a new subdivision, a common theme is recommended.
4. Significant feature – includes geographic, landscape, flora or fauna local to the area.
5. Historical event or person – the name of a notable local historical event or person. Proof will need to be provided. Permission of surviving relatives should be obtained where appropriate.
6. Personal name for special service - contain the names of local residents who have achieved prominence in their chosen field such as art, sport, commerce, community service, politics, etc. Permission of surviving relatives should be obtained where appropriate. *Names from local war memorials will be acceptable where appropriate. Permission of surviving relatives should be obtained where appropriate.*
7. Names cannot be offensive, insensitive or commercially based.
8. Names should be easy to spell, pronounce and have an appropriate meaning.
9. Names should be no longer than 18-20 characters in length (exclusive of the road type).
10. The use of hyphens to connect parts of names should be avoided.
11. Short names should be chosen for short roads for cartographic purposes.
12. A new road shall not be named the same, or similar to a road already in existence in the County.
13. Where a new road is within a zip code that crosses into a neighboring county, a check must be made (either through the post office or the adjacent county) to ensure that the same, or a similar road name is not in existence within that zip code.
14. The possessive “s” form shall not be used.

Weighting

The following weighting will be used in the decision making process:

Cultural significanceHigh
Existing themeHigh
Significant featureMedium
Historical person or eventMedium
Personal name for special serviceLow

Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate. However, this list is not exclusive. US Postal Service addressing standards should be used in all road type abbreviations.

Road Type Characteristic	Road Type name
Relatively short, dead-end Roads, Cul-de-sacs	Place, Court, Grove, Way, Courtyard, Rise
Long cul-de-sacs, Through Roads	Road, Street, Drive, Ridge, Terrace
Loop Road to same Street	Crescent, Loop, Circle
Rural Road	Road
Wide spacious roads	Avenue, Boulevard, Parkway, Parade
Narrow Road, Service Lane	Lane
Street in Commercial areas	Arcade, Mall, Plaza, Square, Street, Road
Short Road leading to water	Landing
Access way	Way



Lumpkin County, Georgia Planning Department

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Application for Renaming of Private Roads in Lumpkin County

Current road name: _____

Road located off of: _____

Applicant's name _____

Applicants address: _____

Applicant's phone number: _____

Preferred road name: _____

First alternative name: _____

Second alternative name: _____

Reason for renaming of Road: (check all that apply)

___ To correct spelling ___ To eliminate duplication in spelling or sound

___ To eliminate confusion

Signature of applicant: _____

To be completed by Lumpkin County Planning Department:

Date application received: _____

Application fee paid (\$250) _____

Date notice signs posted: _____

Date property owners mail notifications sent: _____

Date of end of public comment period: _____

Date to be heard by the Board of Commissioners: _____

Request was ☐ approved ☐ denied by the Board of Commissioners on: _____